

**SYNOD OF THE MID-ATLANTIC
ADMINISTRATION COMMITTEE REPORTING FORM
ZOOM VIDEO MEETINGS
OCTOBER 24 & 31, 2019 & NOVEMBER 21, 2019**

Committee Reporting Form

Committee: Administration

Recorder: Miriam Dewhurst

GENERAL ITEMS:

The Administration Committee has met three times (October 24 and 31, and November 21), via zoom conferencing, since the 244th Synod Assembly in September 2019. Chair Helen Bessent Byrd has moderated these meetings. Miriam Dewhurst has served as Recorder. Members of the committee include Byrd (PEVA), Cahoon (NHO), Cho (AKAP), Dewhurst (NCP), Hasty (Peaks), Lewers (CHA), and Edwards (BAL).

INFORMATIONAL ITEMS:

The subject of these meetings was the request by the Board of Directors of Westminster Presbyterian Homes, that the organization be disbanded and that the functions of the Board of Directors be assumed by the Synod or delegated by the Synod to a Synod entity of its choosing. Administration Committee members reviewed the bylaws and articles of incorporation of WPH and the three Westminster Canterbury facilities that are currently served by WPH, as well as WPH financial records. Members of the WPH Board of Directors joined a zoom conference to answer questions posed by the Committee and to further explain the work of the Board. The responsibilities of the Board have dwindled and are now limited to approving the Presbyterian members of the boards of directors of the member facilities.

There may be a need for legal counsel to clarify the responsibilities that the Synod would be accepting, and where those responsibilities could be housed. Costs for writing legal documents to effect the requested change are likely to be incurred by the Synod. There is also the question of what liabilities exist in a variety of areas in connection with the proposed change. The Synod has its own legal counsel who could be asked to review the documents and advise. There is money in the Synod's operating budget for legal advice.

ACTION ITEMS:

None

RECOMMENDATIONS:

None at this time